

REQUEST FOR QUOTATION

Date	:	23 April 2024
Quotation no.	:	NP-SVP(A)-2024-0084-PPS

Please quote your best and lowest proposal price per item/s listed below, subject to the Conditions. Kindly submit your quotation duly signed by you or your representative not later than **PhilGEPS Closing Date**.


ENGR. ANA TRINIDAD F. RIVERA, MSc.
 Chairperson, FDA-CenBAC

Name of Project	:	Rental of Bus for HPDPB Workshop (Health Policy Cycle and Capacity Building on Research Management) on 28-30 May 2024
Mode of Procurement	:	NP-Small Value Procurement (B)
Classification	:	Goods
Approved Budget for the Contract (ABC)	:	85,333.33

MINIMUM TECHNICAL SPECIFICATION	UNIT	QTY	COST PER ITEM	Statement of Compliance (COMPLY" or "NOT COMPLY")
Rental of Bus for HPDPB Workshop (Health Policy Cycle and Capacity Building on Research Management) on 28-30 May 2024	Bus	2		Submit a Proposal or any documentation to support compliance.
GRAND TOTAL				

Delivery Period : _____
 Warranty : _____
 Price Validity : _____

After having carefully read and accepted your General Conditions, I/We hereby submit the price quotation on the item/s noted above, within the stated delivery period and price validity.

Name and Signature of Authorized Representative

Contact no. : _____
 Email address : _____
 Date : _____



Canvassed by	:	
Date conducted	:	

DTN : 20240321100328

NOTE /INSTRUCTION TO THE INTERESTED BIDDERS:

1. All entries must be typewritten or legibly handwritten. The use of this RFQ is highly encouraged to minimize errors or omission of the required mandatory provisions. interested bidders may submit quotations provided that above matrix details are completely provided and shall be submitted using company letterhead;
2. Delivery of services shall be **BASED ON THE DATE STATED ON THE RFQ**;
3. Warranty shall be for a minimum period of three (3) months, in the case of expendable supplies, or a minimum period of one (1) year, in the case of non-expendable supplies, after acceptance by the procuring entity of the delivered supplies (not applicable for lease of venue and rental of vehicles).
4. Price validity shall be **SIXTY (60) CALENDAR DAYS**;
5. Bidders may submit original brochures showing certification of the product being offered, if applicable;
6. Please quote your government price(s) including vat or other applicable taxes and other incidental expenses for the terms listed/attached.
7. Interested bidders/suppliers not directly invited may participate. the duly accomplished RFQ with their proposal shall be submitted on or before the deadline for submission of the proposal or any extension thereof. the following supporting documents for the project shall also be submitted during submission of the proposal/offers:
 - a. Valid mayor's permit;
 - b. Valid PHILGEPS registration number or (platinum depends);
 - c. Valid ITR received and stamp or electronically submitted;
 - d. Other's PE's requirements
8. Please submit your best quotation/s or via email addressed directly to:

ENGR. ANA TRINIDAD F. RIVERA, MSC
Chairperson, Centralized Bids and Awards Committee
Food and Drug Administration
Civic Drive Filinvest, Alabang, Muntinlupa City

C/O ATTY. ALBERTITO C. GARCIA
Head Secretariat, Centralized Bids and Awards Committee
or email at: bacsec@fda.gov.ph

Deadline of submission of quotation/s will be on: **PhilGEPS Closing Date.**

9. Late bids shall not be accepted;
10. For other inquiries/ concerns about the items, please contact bac secretariat at bacsec@fda.gov.ph;
11. The Food and Drug Administration reserves the right to reject any and all bids, declare a failure of the procurement, or not award the contract at any time prior to contract award in accordance with section 41 of ra 9184 and its IRR, without incurring any liability to the affected bidder or bidders.
12. Warranty (section 62 of the revised IRR of RA 9184): For the procurement of goods, in order to assure that manufacturing defects shall be corrected by the supplier, a warranty security shall be required from the contract awardee for a minimum period of three (3) months, in the case of expendable supplies, or a minimum period of one (1) year, in the case of non-expendable supplies, after acceptance by the procuring entity of the delivered supplies. The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) but not to exceed five percent (5%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price.

The said amounts shall only be released after the lapse of warranty period or, in the case of expendable supplies, after consumption thereof; provided, however, that the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

13. Liquidated damages (section 68 of the revised IRR of RA 9184): all contracts executed in accordance with the act and this IRR shall contain a provision on liquidated damages which shall be payable by the contractor in



case of breach thereof. For the procurement of goods, infrastructure projects and consulting services, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every days of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

END-USER TECHNICAL SPECIFICATION

Rental of Bus for HPDPB Workshop (Health Policy Cycle and Capacity Building on Research Management) on 28-30 May 2024.	
MINIMUM TECHNICAL SPECIFICATION	SUPPLIER'S SPECIFICATION Supplier declaration to the SUPPLIER'S SPECIFICATIONS (state whether "COMPLY" or "NOT COMPLY" only). Submit a Proposal or any documentation to support compliance.
Technical Specifications	
➤ Fully Airconditioning Bus	
➤ Seating Capacity of Fifty to Seventy (50-70) persons	
➤ Pick-up at FDA Alabang Office (28 May 2024), bound to Calamba, Laguna.	
➤ Pick-up at Calamba, Laguna (30 May 2024), bound to FDA Alabang Office	
➤ Driver should be physically/mentally fit and familiar with the destination/venue	
➤ Inclusive of driver, driver's meal, fuel and toll fees, and Filinvest Road Entry Permits, parking fees, travel permits, and other applicable fees, taxes and charges	
Payment and Other Terms	
➤ Prices are inclusive of taxes and service charges	
➤ Send Bill Arrangement	
Notes	
➤ Prospective Bidders/ Suppliers are requested to provide a detailed proposal which complies with the above-mentioned specifications	
➤ Supporting documents should also be provided as proof of compliance to the specifications.	

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